

ROUTING AND RECORD SHEET

SUBJECT: (Optional)

FROM

Director of Training and Education
1026 C of C

EXTENSION

NO.

85-3716

DATE

9

SEP

TO: (Officer designation, room number, and building)

DATE

RECEIVED

FORWARDED

OFFICER'S
INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1. EXO/DDA
7D24 HQS

2.

3. ADDA

4.

5. DDA

6.

7. D/OTE
1026 C of C

8.

9.

10.

11.

12.

13.

14.

15.

Harry:
I had previously
mentioned this to you
and Jim.

Fair is fair. IF

5. For approval. DSI-T

does this for the
FBI people, I don't
think we can do
less!

SL

~~CONFIDENTIAL~~

OTE 85-3716

SEP 1985

MEMORANDUM FOR: Deputy Director for Administration

FROM:

Director of Training and Education

SUBJECT: Approval Requested for Inclusion of Language School Staff in the Language Use Award Program

REFERENCE: Memo for DDS&T from Director, FBIS dtd 17 June 1985, Subject: Inclusion of FBIS Production Group Officers in the Language Use Program

1. On 7 July 1985, the Deputy Director for Science and Technology approved the inclusion of FBIS production group officers in the Language Use Award (LUA) Program. Approximately 170 FBIS officers are eligible for the award.

2. The Language School can make a similar case to that made by FBIS in justifying LUAs for its production group officers:

a. The Language School is also in competition with other components within the Agency and with other Government agencies (plus the academic world) for qualified officers with good language skills. The DO has more than 1200 Use Award eligible positions. In FY 1984 the DO paid over 500 Use Awards.

b. Although the DI does not include its officers in the Language Use Program, it rewards language skills with Language Maintenance Awards (165 in FY 1984). The Language School cannot use this Program because its teachers use their language skills on a regular basis.

c. Outside the Agency the Language School competes primarily with NSA for candidates. NSA pays its language officers bonuses ranging from \$25 to \$125 per pay period for their language skills. In many instances the Language School has been unable to match academic salaries. In attempting to recruit teachers of Hebrew, our beginning salaries offer of \$8.50 to \$10.50 per hour could not compete with the \$14.00 to \$17.00 per hour paid by the Montgomery County Jewish Community Center. Similar shortfalls exist vis-a-vis high school and college language teachers.

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SUBJECT: Approval Requested for Inclusion of Language School Staff in the Language Use Award Program

d. Retention of Language School teachers with good language and teaching skills is a growing problem. In the past five years, the Language School has lost 28 instructors who left for higher paying jobs in the Agency (FBIS, DO, DI) or for more lucrative positions outside the Agency. This is severe attrition in a staff which has varied in number from 75 to the present 109 when combined with the routine retirements and resignations. The lure of additional compensation in the form of Use Awards offered by FBIS and other elements will exacerbate an already difficult situation.

e. The Language School can make as compelling a case as FBIS in emphasizing the need for other skills complementing foreign language capability in our recruiting efforts. We need language speakers who are also experienced teachers knowledgeable of their native culture, and facile in English. Although possessing a high level foreign language, competence is an absolute must--that alone is an insufficient qualification for teaching in the Language School. In commenting on the foreign language teacher shortage, Ms. Dora Kennedy, Supervisor of Foreign Languages in Prince Georges County, said, "Knowing how to teach the language is nearly as important as knowing how to speak it." The Language School looks not only for teaching experience but a good background in the principles of teaching foreign languages to adult learners plus knowledge of curriculum and test development. Computer and word processing skills have recently become additional qualifying factors. Over 90 percent of our present staff entered on duty with language teaching experience; 64 percent of our teachers have academic degrees in language or education or both. The number of our teachers holding advanced degrees compares favorably to the other instructors in the Office of Training and Education.

3. Language Use Awards for 75 full- and part-time teachers and seven staff personnel on the Senior Linguistics Staff and in three departments would range from \$75.00 to \$300.00 per biweekly pay period. All occupy Unit Language Requirement positions.

4. Including the Language School staff in the Language Use Award Program would significantly assist the school in its ability to recruit and retain qualified teachers. It would also alleviate the grade discrepancy and attendant compensation disparity between language teachers and other OTE instructors

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SUBJECT: Approval Requested for Inclusion of Language School
Staff in the Language Use Award Program

(Language School journeyman level is GS-10; OTE journeyman level is GS-13/14). Failure to include the Language School staff would affect morale and reinforce the perception of "second class citizens." I, therefore, recommend you include the Language School staff in the Language Use Award Program as a matter of equity.

25X1



APPROVED:

15/
Deputy Director for Administration

9/10/85
Date

Distribution:

- Orig & 1 - Adse
- 1 - DTE Chrono
- 1 - C/LTD/OTE
- 1 - OTE Registry

FBIS-1171/85
17 June 1985

CLAB
AC/CE
G/NEAD

MEMORANDUM FOR: Deputy Director for Science and Technology

THROUGH: Chief, Career Development Staff, DDS&T

FROM:

Director, Foreign Broadcast Information Service

SUBJECT: Inclusion of FBIS Production Group Officers in the Language Use Program

REFERENCE: Memo for DDS&T fm DDS&T Rep, LDC, dtd 20 May 85,
Subj: DLS&T Operating Procedures for New Language Incentive Program (FBIS-1167/85)

1. As you know, the new Language Incentive Program (LIP) has been approved and is outlined in [] (attached). The new program was prepared under the auspices of the Language Development Committee as a result of the discussion of the Agency's language incentive policy at the DCI's offsite conference with the deputies in December 1984.

2. In referent memorandum, the significant policy/procedural changes in the new program were described. Additionally, under wording inserted in the new notice--Para 2.b. which excludes only translators, transcribers, interpreters, language instructors and other such employees--FBIS Intelligence Officers-Foreign Documents are now eligible for language use awards. I feel strongly that these officers should be included in the Language Use Program for the following reasons:

a. At present FBIS is competing with other components within the Agency and with other government agencies for qualified officers with good language skills. Specifically, within the Agency we are in direct competition with the DO and the DI. Under the new program, DO officers occupying Unit Language Requirement positions will receive from \$50 to \$300 per pay period, depending on their level of proficiency and the difficulty of the foreign language. FBIS Production Group intelligence officers, on the other hand, currently receive no language use payments.

b. Although the DI does not include its officers in the Language Use Program, it relies heavily on language maintenance awards to reward language skills. In FY-1984 the DI paid a total of

SUBJECT: Inclusion of FBIS Production Group Officers in the
Language Use Program

\$204,550 for 165 maintenance awards. During that same period FBIS paid \$2,650 for 2 awards. FBIS cannot include Production Group officers routinely in the Maintenance Award Program because these officers use their language skills on a regular basis. Production Group positions are categorized as Unit Language Requirement positions, and maintenance awards can be made only when the officers are on rotation to other offices.

c. Outside the Agency, FBIS directly competes with NSA, among others, for a constantly shrinking pool of candidates with good language skills. NSA currently pays its language officers bonuses of \$25 to \$125 per pay period for their language skills. Largely due to this enticement, NSA has been able in recent years to lure away a number of excellent candidates.

d. Retention of FBIS intelligence officers with good language skills is a severe problem. In FY-1984, Production Group lost 37, or 24 percent, of its 157 intelligence officers. Of these losses, 31 were transferees or rotatees to other Agency or government components; the DI and DC each received 9 I.O.s and another 3 transferred within FBIS from Production Group to Analysis Group. (Officers from Analysis Group are currently included in the Language Use Program and this is perceived as an inequity within FBIS). Apparently, FBIS has become an important instantly available source of language-qualified analysts and case officers.

e. The nature of the work done by Production Group has changed considerably over the last few years. To meet the needs of our consumers, the emphasis of our collection efforts has shifted increasingly from the purely political to the military, economic, scientific and technical. This means that in recruiting we are, even to a greater extent, looking for good substantive backgrounds as well as essential language skills. In recruiting for our Science and Technology Center, for example, we are competing directly with such components as OSWR and OGI, but demand language competence as well. While an operational foreign language capability is a major concern in our recruitment efforts, we emphasize to all applicants that the foreign language is a tool to be used with a technical, economic or area studies background in our exploitation programs. Candidates are no longer recruited solely on the basis of having a language skill and, in fact, we have rejected applicants who have scored high on language tests, but were lacking in other requisite skills. We must therefore provide incentives to attract people with the requisite language and substantive skills.

SUBJECT: Inclusion of FBIS Production Group Officers in the
Language Use Program

3. An expanded and upgraded senior language officer program is a necessary long range goal, and we are working with the Office of Personnel to achieve this. However, inclusion of Production Group officers in the Language Use Program would significantly assist FBIS in its continuing effort to recruit and retain qualified intelligence officers with good language and substantive skills. This program is particularly attractive to the newer officers since they would reap immediate benefits. On the other hand, failure to include FBIS Intelligence Officers in this expanded Agency-wide program would be a step backward adversely affecting morale and undoubtedly exacerbating our recruiting and retention problems. The introduction of the new Language Incentive Program is an opportune time to include FBIS Production Group officers once again in the Language Use Program.

4. Based on the above, and in particular to enhance our recruitment and retention efforts, I recommend that Intelligence Officers-Foreign Documents in FBIS Production Group be included in the Language Use Program.

STAT

Attachment



CONCUR:

Chief, Career Development Staff, DDS&T

Date

APPROVED:

Deputy Director for Science and Technology

Date